

# **Pascoag Utility District Board of Commissioners**

## **Regular Meeting Minutes- October 22, 2012**

**A meeting of the Pascoag Utility District was held on Monday, October 22, 2012 at 6:00 PM in the District Office at 253 Pascoag Main Street., Pascoag, RI 02859.**

**Members Present: Albert Palmisciano, Ann Polacek, Michael Kogut, Richard Jenks and Wallace Lees**

**Members Absent:**

**Mr. Palmisciano called the meeting to order at 6:00 PM**

### **Minutes**

#### **1. Pledge of Allegiance**

#### **2. Public Comment**

#### **3. Committee Comments**

**• Finance Subcommittee- Mr. Palmisciano stated that the Finance Subcommittee met to review the 2013 Water Department Budget and made a motion for the full Board to approve the budget.**

#### **4. New Business**

##### **A. 12-23: COS Water Presentation**

**Mr. David Bebyn of B&E Consulting reviewed the Cost of Service results for the Water Department. Exxon Mobil settlement funds will be used to offset additional increases but the new rates won't take effect until 2014.**

#### **5. Good and Welfare of the District**

##### **A. Docket No. 1725**

**For the period ending September 30, 2012, Pascoag Utility District disconnected 32 residential standard customers, one expired infant**

protection customer and one financial hardship customer. Three of the standard customers left without notice. The average monthly balance was \$223.76 for those that were terminated.

Pascoag had one account terminated for non-payment in excess of \$1,000 during this period. Pascoag Electric sent a total of 834 disconnection notices for this period. PUD entered into one new written agreement, zero financial hardship written agreements and one hundred and thirty eight verbal agreements with its standard customers. PUD has sixteen written agreements for customers who qualify for Protected Status. Thirty-seven out of one hundred and thirty eight short term agreements were delinquent and twenty three out of forty-two written agreements have been broken during the month of September.

Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.

#### **B. Settlement Account Activity**

Ms. Allaire reviewed the activity of the Settlement Proceeds Account. During the month of October, \$4,050 was withdrawn from the account to pay Underwater Solutions for cleaning the tank and inspecting it. Two additional payments were withdrawn to make payments to Rockwood for the tank rehab project.

#### **C. GNEF Breakfast**

Mr. Kirkwood stated that the GNEF Breakfast will be held on November 8th and all Commissioners are invited to attend.

#### **D. PUD's new mom**

Ms. Allaire stated that PUD's Customer Service Representative

**Cathleen Gilmour is a new mom. She had a little girl on Columbus Day.**

#### **E. Thank You**

**Mr. Kirkwood read a letter to the Board from a customer who wanted to thank the tree crew for work that had been done on their property. Motion to receive and file made by Mr. Lees, seconded by Mr. Kogut. The vote in favor was unanimous.**

#### **6. Approval of Minutes**

##### **A. Regular BUC Meeting-September 24, 2012**

##### **B. Finance Subcommittee Meeting-October 4, 2012**

**Mr. Lees made a motion to approve the minutes as submitted, seconded by Mr. Kogut. The vote in favor was unanimous.**

#### **7. Unfinished Business**

##### **A. 12-09: Tank Rehab Project**

**Mr. Kirkwood stated that the South Main Street tank is being finished. They have a little more work to do on the valve pit. The final coats will be done shortly. The tank on Rock Ave will be worked on next, weather permitting.**

##### **B. 12-16: Water Company Update**

**Mr. Kirkwood spoke about the bacterial hit that happened in September. The October tests that were conducted came back negative. Linemen are working to repair a line from the hot box to the main.**

#### **8. New Business (continued)**

##### **A. 12-18: Action Item: Write-offs**

**Ms. Allaire reviewed the Electric Department write offs which were**

**much higher this year at \$36,000. Motion to approve made by Mr. Lees, seconded by Mr. Jenks. The vote in favor was unanimous.**

**B. 12-19: Action Item: 2013 Water Budget**

**Ms. Allaire reviewed the 2013 Water Budget. Mr. Palmisciano stated that the Finance Subcommittee had met to review the Budget and made a motion to recommend the full Board approve the budget. Mr. Lees made a motion to approve the budget, seconded by Mr. Jenks. The vote in favor was unanimous.**

**C. 12-20: Action Item: Annual Meeting Agenda**

**The Board reviewed the Annual Meeting Agenda. Mr. Lees made a motion to approve the agenda, seconded by Mr. Kogut. The vote in favor was unanimous.**

**D. 12-21: Action Item: 2013 Employee Salaries**

**Mr. Palmisciano stated that the Finance Subcommittee met and approved the salaries for 2013. The average raise was about 3% with some adjustments for performance. Mr. Lees made a motion to approve the salaries, seconded by Mr. Kogut. The vote in favor was unanimous.**

**E. 12-22: Action Item: Water Base Rate Credit**

**Ms. Allaire stated that originally the Board approved a motion to reduce the Harrisville Surcharge by 25% for one year with proceeds from the Exxon Mobil settlement. Ms. Allaire asked if the Board would approve a base rate credit of \$38.50 per quarter, per customer for one year instead. Mr. Lees made a motion to approve the credit, seconded by Ms. Polacek. The vote in favor was unanimous.**

**9. Financial Reports**

**A. Electric Department- August 2012**

**B. Water Department- August 2012**

**Mr. Lees made a motion to approve the financial reports, seconded by Mr. Kogut. The vote in favor was unanimous.**

#### **10. Executive Session**

**To go into Executive Session for the purpose of discussing two matters of litigation pursuant to R.I.G.L. 42-46-5(a)(2). The minutes of said meeting shall remain confidential for as long as necessary pursuant to RIGL 42- 46-5, until a majority of the Board shall vote to open said minutes as provided for and subject to the open meetings law.**

**Mr. Lees made a motion to enter into Executive Session at 7:24PM; seconded by Mr. Kogut the vote in favor was unanimous.**

**Mr. Lees made a motion to exit Executive Session at 7:41PM, seconded by Mr. Jenks. The vote in favor was unanimous.**

**Mr. Lees made a motion to seal the minutes, no votes were taken. Mr. Jenks seconded the motion and the vote in favor was unanimous.**

#### **11. Adjournment**

**Mr. Lees made a motion to adjourn, seconded by Mr. Kogut. The vote in favor was unanimous. The meeting was adjourned at 7:42PM.**

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**Wallace Lees, Secretary**

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**Desarae Dolan, Recording Secretary**